



Andover, MA  
Boston, MA  
New Brunswick, NJ

Richard D. Kimball Company, Inc.  
200 Brickstone Square  
Andover, MA 01810-1488

P 978-475-0298  
F 978-475-5768  
W www.rdkengineers.com

## MEETING NOTES

<b>ODATE:</b>	April 11, 2008	<b>MEETING DATE:</b>	April 11, 2008
<b>TO:</b>	Yvonne Kielb – University of Massachusetts Amherst, Facilities & Capital Planning		
<b>FROM:</b>	Wade Wright – RDK <i>W</i>		
<b>SUBJECT:</b>	University of Massachusetts, Amherst Morrill Science Center Building 1 Electrical Power Distribution Upgrade Project No. UMA 07-000215	<b>PROJECT NO.:</b>	20070394.00
		<b>MEETING NO.:</b>	E-3

### ATTENDEES

Wade Wright – RDK Engineers (RDK)  
Yvonne Kielb – UMA Facilities & Capital Planning (FACP)  
Dave Bergeron – UMA Resident Engineer (FACP RE)  
Stan Dumond – Collins Electric (CEI)  
Eric Bouley – CEI  
Mike Muilenbuerg – UMA Morrill (UMAM)

### COPIES TO

D. Wall – RDK  
F. Kneeland – RDK  
D. Bergeron – FACP RE  
M. Steele – EH&S  
J. Ghidinelli – UMSS  
S. Dumond – CEI  
K. Arcaro – UMA Morrill  
H. Tauger – DPH  
C. Rogers – PHF  
J. Kunkel – BIO  
S. Long – DPHI  
J. Hanchette – MDEP  
S. Salem – MDEP  
A. Stevenson – MDEP

The following account is a summary of the proceedings. If there have been any omissions or inaccuracies, please notify this office in writing within ten (10) days. If there are no responses, the document will become part of the project record.

ITEM NO.	ITEM	RESPONSIBILITY	DATE DUE
	<b>Division 01 – Administrative Issues:</b>		
PC-1.1	RDK noted that project meetings will be held on an as-needed basis. The next project meeting is scheduled for <b>Friday, May 2, 2008 at 9:30 am in room N338 (Morrill 1).</b>		
PC-1.7	FACP noted that all required mechanical DEP, fire department (dumpster permit), building, and/or electrical permits are to be immediately applied for and conspicuously displayed. FACP noted Hot Work Permits with dedicated fire watches through the EHS Department are required as necessary. RDK issued Permit Sets and Control Documents to FACP for incorporation into the building permit application, CEI to forward balance of required documentation. CEI to obtain permits and provide copies to RDK and FACP. 3/13/08: Ongoing – FACP noted the building permit has been submitted. CEI noted that the electrical permit has been obtained and CEI to forward copies to FACP and RDK. CEI further noted the DEP permits are	CEI	



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## MEETING NOTES

ITEM NO.	ITEM	RESPONSIBILITY	DATE DUE
	<b>Division 01 – Administrative Issues Cont.:</b>		
PC-1.7 cont.	pending. 3/28/08: Ongoing – CEI to forward copies of the electrical and DEP permits to FACP and RDK. 4/11/08: <b>Ongoing – Subsequent to the meeting CEI forwarded the electrical permit (attached). CEI noted that the DEP permit to be filed on 4/11/08 and the building permit is pending.</b>	CEI	
PC-1.16	FACP/EHS noted that the OSHA 10-hour training certification for each worker on the project plus the safety manuals for each the general and subcontractor are required to be submitted. CEI to provide. EHS noted that CEI to keep copy of certifications on site. CEI acknowledged. 4/11/08: <b>Ongoing.</b>	CEI	
	<b>Division 01 – Change Issues:</b>		
E-1.2	FACP noted receipt of PCO #1 – Additional raceways from the basement to the top floor. FACP and RDK to review. 3/28/08: Ongoing. 4/11/08: <b>RDK noted that PCO #1 as revised per RDK comments processed as CO #1 and forwarded to FACP for approval – CLOSED.</b>		
E-2.1	CEI hand-delivered PCO #2 – Additional cooling fans for the transformers in response to RFI #1. RDK to review. 4/11/08: <b>RDK noted that PCO #2 as revised per RDK comments processed as CO #2 and forwarded to FACP for approval – CLOSED.</b>		
E-2.2	UMSS requested a PCO to add two (2) future 400 amp circuit breakers in the spare spaces of the new switchgear (See Item E-2.7). CEI to provide. 4/11/08: <b>Ongoing.</b>	CEI	
	<b>Division 01 – Requests for Information:</b>		
E-3.1	<b>RDK noted no new RFI's received – CLOSED.</b>		
	<b>Division 01 – Requisitions:</b>		
PC-1.24	CEI to provide a draft copy of the Schedule of Values (including subcontractor details) and Monthly Construction Payments to RDK and FACP for review. 3/28/08: Ongoing – CEI hand-delivered a draft schedule of values. RDK to review. 4/11/08: <b>Ongoing – RDK remitted review comments to CEI. CEI to prepare three (3) originals of Application No. 1 and submit to RDK for processing.</b>	CEI	



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## MEETING NOTES

ITEM NO.	ITEM	RESPONSIBILITY	DATE DUE
	<b>Division 01 – Schedule:</b>		
PC-1.27	CEI to present a preliminary schedule for review with a final schedule, with review comments incorporated to be submitted at the next meeting with required milestone dates. All acknowledged. 3/28/08: Ongoing – CEI to have schedule ready for the next meeting. <b>4/11/08: Ongoing – CEI submitted an outline without dates. CEI to submit a bar chart style schedule with dates.</b>	CEI	ASAP
E-2.4	CEI presented a preliminary main electrical service shut-down for transfer to temporary power sub-schedule. RDK noted that sub-schedule to be resubmitted with dates and times, add a comment for removing the transformer door upon transfer of power, and revise nomenclature regarding electrical equipment i.e. existing main gear, new main gear, etc. CEI acknowledged. <b>4/11/08: Ongoing – CEI to submit.</b>	CEI	ASAP
E-2.5	RDK noted that a detailed outage schedule based upon rooms and equipment located therein be prepared for the use of the building occupants for scheduling as well as confirming that all critical equipment is properly addressed. RDK to prepare the detail schedule boilerplate and forward to CEI to insert the details. CEI to have draft detail schedule ready for April 11, 2008. <b>4/11/08: Ongoing – RDK noted that schedule boilerplate forwarded to CEI. CEI submitted details outside of assigned schedule. CEI to incorporate and submit.</b>	CEI	ASAP
	<b>Division 01 – Submittals:</b>		
E-3.2	RDK reviewed the shop drawing log (attached) – CLOSED.		
	<b>Division 07 – Architectural:</b>		
	<b>Division 16 – Electrical:</b>		

RICHARD D. KIMBALL COMPANY, INC.  
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Sheet1

## SHOP DRAWING AND SAMPLE RECORD

[illegible]



Commonwealth of Massachusetts  
Department of Fire Services

BOARD OF FIRE PREVENTION REGULATIONS

4282

Official Use Only

Permit No. \_\_\_\_\_

Occupancy and Fee Checked \_\_\_\_\_  
[Rev. 1/07] (leave blank)

APPLICATION FOR PERMIT TO PERFORM ELECTRICAL WORK

All work to be performed in accordance with the Massachusetts Electrical Code (MEC), 527 CMR 12.00

(PLEASE PRINT IN INK OR TYPE ALL INFORMATION)

Date: 2-6-08

City or Town of: Amherst

To the Inspector of Wires:

By this application the undersigned gives notice of his or her intention to perform the electrical work described below.

Location (Street & Number) UMASS CAMPUS

Owner or Tenant MORRILL 1 Building

Telephone No. 545 1089

Owner's Address PROCUREMENT Dept Goodall Bldg.

Is this permit in conjunction with a building permit?

Yes ☒ No ☐

(Check Appropriate Box)

Purpose of Building CLASSROOMS & LABS

Utility Authorization No. \_\_\_\_\_

Existing Service 1000 Amps 120/208 Volts

Overhead ☐

Undgrd ☒

No. of Meters \_\_\_\_\_

New Service 1600 Amps 120/208 Volts

Overhead ☐

Undgrd ☒

No. of Meters \_\_\_\_\_

Number of Feeders and Ampacity \_\_\_\_\_

Location and Nature of Proposed Electrical Work: MORRILL Bldg INCREASE SERVICE

MODIFY/REPLACE ALL FUSE PANE/BOARDS INSTALL NEW SUB FEEDERS

Completion of the following table may be waived by the Inspector of Wires.

No. of Recessed Luminaires	No. of Ceil.-Susp. (Paddle) Fans	No. of Transformers	Total KVA
No. of Luminaire Outlets	No. of Hot Tubs	Generators	KVA
No. of Luminaires	Swimming Pool Above grnd. <input type="checkbox"/> In-grnd. <input type="checkbox"/>	No. of Emergency Lighting Battery Units	
No. of Receptacle Outlets	No. of Oil Burners	FIRE ALARMS	No. of Zones
No. of Switches	No. of Gas Burners	No. of Detection and Initiating Devices	
No. of Ranges	No. of Air Cond. Total Tons	No. of Alerting Devices	
No. of Waste Disposers	Heat Pump Totals: Number Tons KW	No. of Self-Contained Detection/Alerting Devices	
No. of Dishwashers	Space/Area Heating KW	Local <input type="checkbox"/> Municipal <input type="checkbox"/> Other <input type="checkbox"/>	
No. of Dryers	Heating Appliances KW	Security Systems: No. of Devices or Equivalent	
No. of Water Heaters KW	No. of Signs No. of Ballasts	Data Wiring: No. of Devices or Equivalent	
No. Hydromassage Bathtubs	No. of Motors Total HP	Telecommunications Wiring: No. of Devices or Equivalent	
OTHER: _____			

Estimated Value of Electrical Work: \_\_\_\_\_

Attach additional detail if desired, or as required by the Inspector of Wires.  
(When required by municipal policy.)

Work to Start: \_\_\_\_\_ Inspections to be requested in accordance with MEC Rule 10, and upon completion.

**INSURANCE COVERAGE:** Unless waived by the owner, no permit for the performance of electrical work may issue unless the licensee provides proof of liability insurance including "completed operation" coverage or its substantial equivalent. The undersigned certifies that such coverage is in force, and has exhibited proof of same to the permit issuing office.

CHECK ONE: INSURANCE ☒ BOND ☐ OTHER ☐ (Specify:)

I certify, under the pains and penalties of perjury, that the information on this application is true and complete.

FIRM NAME: COLLINS ELECTRIC CO. INC.

Licensee: LAWRENCE F. EAGAN

Signature \_\_\_\_\_

LIC. NO.: 41778

LIC. NO.: 31087E

(If applicable, enter "exempt" in the license number line.)

Address: 53 SECOND AVE., CHICOPEE, MA 01020

Bus. Tel. No.: 413 592 9221

Alt. Tel. No.: \_\_\_\_\_

\*Per M.G.L. c. 147, s. 57-61, security work requires Department of Public Safety "S" License: \_\_\_\_\_ Lic. No. \_\_\_\_\_

**OWNER'S INSURANCE WAIVER:** I am aware that the Licensee does not have the liability insurance coverage normally required by law. By my signature below, I hereby waive this requirement. I am the (check one) ☐ owner ☐ owner's agent.

Owner/Agent

Signature \_\_\_\_\_

Telephone No. \_\_\_\_\_

PERMIT FEE: \$ 1967.00

TOWN OF AMHERST  
INSPECTION SERVICES

No 11703

Received of Collins Electrical Co. of 53 Second Ave. Chicopee 01020  
Name Address

for Property located at Morrill Bldg. 1 Umass  
Street Address Owner

INS001 Building Permits

RS241 442700

INS002 Electrical Permits

RS241 442704

INS003 Plumbing Permits

RS241 442702

INS004 Gas Permits

RS241 442703

INS005 Certificate of Inspection Fees

RS241 431500

INS006 Demolition Permits

RS241 442701

INS007 Weights & Measures

RS241 431501

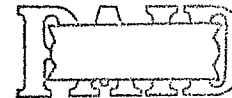
INS

TOTAL COLLECTED: 1,967.00

Amy  
Inspection Services

2/8/08

Date



Must be Validated by the Collector's Office to be considered paid.

White - Applicant

Yellow - Collector

Pink - Accountant

Gold - Inspection Services



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TOWN OF AMHERST  
4 BOLTWOOD AVENUE  
AMHERST, MA 01002  
(413) 259-3030

4182 Uman  
Sub 8766



# TOWN OF AMHERST ELECTRICAL PERMIT



PERMIT NO.: ELE2008-00711  
APPLIED: 2/11/2008  
DATE PAID: 2/8/2008  
ISSUED: 2/11/2008  
FEES: \$ 1,967.00

SITE ADDRESS: **NORTH PLEASANT ST**

ASSESSOR'S PARCEL NO.: **08C000013**

PROJECT DESCRIPTION: **Increase service. Modify/replace all fuse panel boards. Install new sub feeders.**

OWNER

COMMONWEALTH OF MASS U MASS  
UNIVERSITY OF MASS  
UNIV. OF MA  
AMHERST, MA 01003

CONTRACTOR

COLLINS ELECTRIC CO., INC.  
LAWRENCE EAGAN  
P.O. BOX 3311  
SPRINGFIELD, MA 01101  
413 592-9221

License # A1778

Agent:

Whison B. Schmalz

Approved by:

ele\_prmt, Rev: 2/11/2008

**NO WORK IS ALLOWED AFTER 11 PM OR BEFORE 7 AM**